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Title: CONSIDER APPROVING AMENDMENT NO. 2 TO PURCHASE AGREEMENT (C-22-202) AND PURCHASE ORDER (22300822) WITH GOFORTH & MARTI TO PURCHASE, DELIVER, AND INSTALL OFFICE FURNITURE AT THE COMMUNITY CENTER, VETERANS SPORTSCOMPLEX, AND CITY HALL AND APPROVING RESOLUTION NO. 23-133, "A RESOLUTION OF THE CITY OF CARSON CITY COUNCIL AMENDING THE FISCAL YEAR 2023-24 BUDGET IN THE GENERAL FUND AND SPECIAL REVENUE FUNDS" (CITY COUNCIL)

Sponsors: Community Services

Indexes:

Code sections:

Attachments: 1. Amendment No. 2 Goforth Purchasing Agreement.pdf, 2. Quote 213153 - Community Center.pdf, 3. Quote 216328 - SportsComplex.pdf, 4. Quote 218664 - City Hall.pdf, 5. Fabric Finishes.pdf, 6. Budget Reso 23-133.pdf, 7. Amendment No. 1 GOFORTH & MARTI Purchasing Agreement.pdf, 8. Quote 206811 Amendment No. 1.pdf, 9. Quote 216401 Amendment No. 1.pdf

Date	Ver.	Action By	Action	Result
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Report to Mayor and City Council

Tuesday, September 19, 2023

Consent

SUBJECT:

CONSIDER APPROVING AMENDMENT NO. 2 TO PURCHASE AGREEMENT (C-22-202) AND PURCHASE ORDER (22300822) WITH GOFORTH & MARTI TO PURCHASE, DELIVER, AND INSTALL OFFICE FURNITURE AT THE COMMUNITY CENTER, VETERANS SPORTSCOMPLEX, AND CITY HALL AND APPROVING RESOLUTION NO. 23-133, "A RESOLUTION OF THE CITY OF CARSON CITY COUNCIL AMENDING THE FISCAL YEAR 2023-24 BUDGET IN THE GENERAL FUND AND SPECIAL REVENUE FUNDS" (CITY COUNCIL)

I. SUMMARY

Furnishings at the Community Center, Veterans SportsComplex, and areas of City Hall - the City Clerk's Office and Human Resources - have not been updated in more than a decade, with many staff using workstations that do not match, are damaged, and/or do not meet the ergonomic mandates required for workplace safety. Therefore, staff is proposing the purchase of new office furniture for select offices in these buildings. Staff contacted

several vendors who specialize in government office furnishings to obtain designs for new cubical, office, and lobby furniture. Ultimately, Goforth & Marti (dba G/M Business Interiors) was named the selected vendor as it met the City's needs, and had experience working with the Carson as it was previously chosen to provide furniture to City Hall.

On October 4, 2022, City entered into a purchase agreement with Goforth & Marti to deliver and install office furniture at City Hall. A subsequent Amendment No. 1 was entered into on June 20, 2023, for the fulfillment of various unforeseen changes to staff work areas that required modifications to the order. Staff is now requesting approval of Amendment No. 2 to the purchase agreement to obtain furniture for the Community Center, Veterans SportsComplex, and areas of City Hall for a total cost of \$545,061.92. Competitive bidding was not required under Carson's Municipal Code, as the city was able to utilize the competitive bidding exception under Sections 2611(g) for cooperative purchasing. **II.**

RECOMMENDATION

TAKE the following actions:

1. APPROVE Amendment No. 2 to the Purchasing Agreement by and between the City of Carson and Goforth & Marti to purchase, deliver, and install office furniture to the Community Center, Veterans SportsComplex, and areas of City Hall for a total additional contract sum not-to-exceed \$545,061.92 and a new total sum of \$1,446,672.38. (Exhibit No.1)
2. AUTHORIZE the Mayor to execute Amendment No. 2, following approval as to form by the City Attorney.
3. WAIVE further reading and ADOPT Budget Resolution No. 23-133, "A RESOLUTION OF THE CITY OF CARSON CITY COUNCIL AMENDING THE FISCAL YEAR 2023-24 BUDGET IN THE GENERAL FUND AND SPECIAL REVENUE FUNDS."

1.

III. ALTERNATIVES

TAKE another action deemed appropriate by the City Council as allowed by law.

IV. BACKGROUND

It has been more than 10 years since furniture in the Community Center, Veterans SportsComplex, and parts of City Hall - the City Clerk's Office and Human Resources - have been replaced. As a result, many staff workstations do not match, are damaged, and/or do not meet the ergonomic standards required for workplace safety. To remedy this circumstance, staff is recommending the purchase of new furnishings for these areas.

Staff contacted several vendors who specialize in government office furnishings to provide designs for new cubical, office and lobby furniture. After careful review of each proposal, Goforth & Marti (dba G/M Business Interiors) was named the selected vendor as it presented the City a detailed quotation and design, and had previously provided furnishings for the recent renovation in City Hall. Moreover, Goforth & Marti (dba G/M

Business Interiors) offered a cooperative purchasing contract that permitted a streamlined procurement via existing competitive bidding completed by other government agencies. By utilizing a pre-established governmental cooperative agreement with the Omnia Partners (Contract No. 2020000608), the City was able to receive a tremendous, discounted price on all furnishings and delivery/installation labor.

Section 2611(g) of the City's Municipal Code ("CMC") allows City, through its Purchasing Manager, to dispense with competitive bidding processes to purchase materials, supplies, equipment, or services by utilizing a cooperative purchasing program engaged in by any local, county, State, or Federal public entity or entities, even if the contracts and implementing agreements entered into by the participating entity or association under those cooperative purchasing programs were not entered into pursuant to a process that resulted in the contract being awarded to the lowest responsible and responsive bidder under CMC 2610(i); provided, that the selected bidder was selected in compliance with the competitive bidding or proposal process requirements of any participating entity or association within three years of City's approval of the City contract entered into with the selected bidder via cooperative purchasing. The City Council has made a determination that the benefits to City of utilizing cooperative purchasing outweigh any incremental higher price that may be paid by City in certain instances as a result of not soliciting directly utilizing the lowest responsible and responsive bidder standard under CMC 2610(i).

On July 19, 2019, the City of Charlotte Department of Procurement issued RFP #296-2019-105 to establish a national cooperative contract for Furniture, Installation, and Related Products and Services. As the Principal Procurement Agency, it partnered with OMNIA Partners to make the resultant contract (also known as the "Master Agreement" in materials distributed by OMNIA Partners) from this solicitation available to other public agencies nationally, including state and local governmental entities, public and private primary, secondary and higher education entities, non-profit entities, and agencies for the public benefit ("Public Agencies"), through OMNIA Partners' cooperative purchasing program. The City of Charlotte is acting as the contracting agency for any other Public Agency that elects to utilize the resulting Master Agreement. Use of the Master Agreement by any Public Agency is preceded by their registration with OMNIA Partners.

The City's Purchasing Manager has determined that the City of Charlotte and OMNIA Partners cooperative purchasing bidding process complies with the requirements of Section 2611(g) of the CMC and therefore waived the formal bidding process for purchase of furniture for City Hall through that program. In connection therewith, on October 4, 2022, City Council approved a purchase agreement with Goforth & Marti (dba G/M Business Interiors) to purchase, deliver, and install office furniture at City Hall. A subsequent Amendment No. 1 was approved on June 4, 2023, for the fulfillment of various unforeseen changes to staff workstations that required modifications to the order.

Now, the proposed Amendment No. 2 will authorize the purchase, delivery, and installation of furniture for the Community Center, Veterans SportsComplex, and additional areas of City Hall, specifically the City Clerk's Office and Human Resources, for a total cost of \$545,061.92, bringing the new total not to exceed amount to \$1,446,672.38. Per staff report 2023-0365, Amendment 1 included \$18,401.19 in a carryforward from fiscal year 22/23 to cover the total cost of the purchase of \$563,463.11.

The City's Purchasing Manager has determined this additional procurement from Goforth & Marti also complies with the cooperative purchasing requirements of Section 2611(g) of the CMC and therefore has again waived the formal bidding process for purchase of the desired additional furniture.

V. FISCAL IMPACT

Funds for this purchase were not included in the Fiscal Year 2023-24 adopted budget. Therefore, staff is requesting an appropriation from Community Services ARPA Fund Account No. 299-90-999-999-6503 in the amount of \$250,000 as well as \$313,463.11 from the General Fund Reserve to Community Center Professional Services GL account 101-09-930-101-6004 to support this expense.

VI. EXHIBITS

1. Amendment No. 2 to Goforth & Marti Purchasing Agreement (pgs. 5-12)
2. Quote 213153 - Community Center (pgs.13-140)
3. Quote 216328 - SportsComplex (pgs. 141-191)
4. Quote 218664 - City Hall (pgs. 192-233)
5. Fabric Finishes (pgs. 234-267)
6. Budget Resolution 23-133 (pgs.268-269)
7. Amendment No. 1 Goforth & Marti Purchasing Agreement (pgs. 270-278)
8. Quote 206811 Amendment No. 1 (pgs. 279-416)
9. Quote 216401 Amendment No. 1 (pgs. 417-424)

Prepared by: Bobby Grove, Community Services Superintendent